



COMMITTEE ON COMMITTEES

July 19, 2016
Conference Room C

1. CALL TO ORDER

The meeting was called to order by Peter Kochenburger, Chair of the Committee, at 6:06 pm

Present: Peter Kochenburger, Mark Sargent, Ben Shaiken

2. OPPORTUNITY FOR PUBLIC COMMENTS

No comments offered.

3. APPROVAL OF MINUTES

Mr. Shaiken moved and Mr. Sargent seconded to approve the minutes of the May 23, 2016 meeting as presented. Motion passed by all.

4. PROPOSED HR SOFTWARE

The Town Clerk discussed possible Committee uses for a potentially new Human Resource Software package. Based on the demo the Town could advertise open committee positions in a more proactive descriptive process. Mr. Shaiken, a member of the Personnel Committee, commented that he expects the vendor to be chosen by the Town in the near future.

5. VACANCY AND APPOINTMENTS

Committee members discussed various vacancies and offered to make calls to possible candidates. The Town Clerk will compose a press release advertising committee openings and in August will send the list of committee members to corresponding staff members for comments and suggestions.

The Clerk will also forward information regarding the possibility of combining boards of appeals.

The Clerk will discuss the Beautification Committee with members.

6. ADJOURNMENT

Mr. Shaiken moved and Mr. Sargent seconded to adjourn the meeting at 6:45 p.m. Motion passed by all.

Respectfully submitted,

Mary Stanton, Town Clerk

